



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

Memo

To: All School District Superintendents and Business Managers
From: Vicki G. Salazar, Associate Superintendent of Finances
CC:
Date: May 5, 2003
Re: Group B Add-on Counts for FY 02-03 Growths

The Arizona Department of Education is concerned about the validity of the Group B Add on counts used in the calculation of Growth. We are aware this is also a major concern of school districts and in an effort to minimize the immediate concern; we would like to provide a temporary solution.

Beginning this past April 30th an APOR55-2 (Growth Calculation) was completed for each school district reflecting current year 100th Day ADM and currently is available on line. Please review this calculation and if the counts are not accurate, please take the following steps to provide us with your updated numbers.

1. For discrepancies on line 1.A., please input correct student counts, by grade level, using the District Aggregated ADM Counts option via the Common Logon at <https://www.ade.az.gov/commonlogon>.
2. For corrections to Lines 2A through 2j, Column A for Current Year 40th or 100th Day ADM, please print the APOR55-2 report. Draw a line through the incorrect count(s) and write in the correct count for each category. Fax this document to (602) 542-3099 no later than May 9th, 2003 for inclusion in the May apportionment.

These corrected counts will be the basis for the May apportionment (for those which have requested an advance based on Growth). This count may also be used in budget preparation for FY 03-04. Please keep in mind, that corrections to Growth for FY 02-03 will be made in the fall, both to budget capacity and state aid as applicable. In addition, beginning with the July 15th, 2003 payment, the apportionment system, will be based on the SAIS counts for regular ADM and for Group B, so it is imperative that you continue to clean up your SAIS data submittal.